



**Lavon City Council Meeting
Minutes
September 15, 2015**

I. MEETING CALLED TO ORDER AT 7:02 P.M. BY MAYOR TESKE

Members Present: Mayor Chuck Teske
Council Member Place 1, Simon Abela
Council Member Place 2, Jorge Calderon, Mayor Pro-Tem
Council Member Place 3, Melissa Stroop
Council Member Place 4, Matt Childers
Council Member Place 5, Mindi Serkland

Members Absent: None

Staff Present: City Secretary Chris Wess
Police Chief Mike Jones
Officer Bryce Hubbard

Legal Representative: None

Commission and Board Members: Planning and Zoning Commissioner Vicki Sanson
EDC Executive Director Pam Mundo
EDC President Kay Wright
Planning and Zoning Commissioner Don Mauzy
Planning and Zoning Commissioner Sedric Thomas

Visitors: 8

There was a quorum present.

II. MAYOR TESKE LED THE COUNCIL AND VISITORS IN THE PLEDGE OF ALLEGIANCE.

III. INVOCATION

Mayor Teske gave the invocation.

IV. CITIZENS COMMENTS

EDC President Kay Wright said she would be honored to be considered for the upcoming vacancy. Jason Arnold wanted to thank Council Member Simon Abela for his service. Josh Murray asked about the sales tax of 0.5% for EDC but if we abolished EDC we could use the tax to abate the property tax.

V. ITEMS OF INTEREST/CITY COUNCIL COMMUNICATIONS

The EDC announced they were sponsoring 1st Aid training this Saturday at 9:00 am at City Hall and that they were still four spaces available if anyone wanted to attend.

VI. CONSENT AGENDA



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A. Heritage Public Improvement District #1 Assessment Report Summary dated 8/31/15* (Wess)

Motion: Council Member Stroop made a motion to approve the Consent Agenda

Second: Council Member Mindi Serkland

In Favor: Mayor Pro-Tem Calderon, Council Members Thomas, Stroop, Childers and Serkland

Opposed: None

Abstained: None

Motion: Carries

VII. STAFF REPORTS

A. City Secretary – August Financial Outlook, Receivables Report.

There is a food truck sitting outside the Shell Gas station and we have no permits for them since January for any food service. There is a Mel's restaurant inside the Shell but they also said that the permits were for January and the restaurant opened after that date. Mayor Teske notified council that permits for food establishments are done annually unless there are any complaints and that they could prorate any permit if needed. Code enforcement will be notified so they could look into whether any permits have been applied for or are needed for the Mel's restaurant inside Shell gas station and if the food truck is in use or not. Council noted that September is a three pay period month and the increase isn't pay raises. Chief Jones was asked if there had been a \$1000 added to the Explorer program and said no that it was money that had already been budgeted.

B. Police Department – Chief of Police to discuss National Night Out.

Chief Mike Jones said that National Night Out is Tuesday October 6th. That is normally the night City Council meets but council will move the meeting so they can all attend the National Night Out events. Chief Jones said that 3 neighborhoods have so far committed to events, those being Grand Heritage who will hold an event just for their neighborhood and also Bentley Farms and Hilltop Estates who are holding all town events. Chief Jones said if anyone knew of any other neighborhoods that would like to participate they should contact Acting CPO Dan Porter who is coordinating the event.

C. Public Works – Discussion to include the following items: Burn Ban information, Eagle Pond walking trail and parking on President's Blvd.

Mayor Teske said the Lavon walking trail is complete, Fire Chief Jon Scott said the burn ban is in effect. Public Works Director Terry McCalpin has received a request to paint curbs for the residents so they can park at night.

VIII. CONSIDERATION AND ACTION

A. City Council to Consider and Act on approving the EDC budget for FY 2015-2016. (Stroop)



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At workshop the previous night she said she was glad that a lot of items were on there but money was not necessarily going to be spent.

Motion: Council Member Stroop made a motion to approve the EDC budget for FY 2015-2016.

Second: Council Member Serkland

In Favor: Mayor Pro-Tem Calderon, Council Members Stroop and Serkland

Opposed: Council Member Abela

Abstained: Council Member Childers

Motion: Carries

B. City Council to Consider and Act on approving City Council Directive 2015-1 a written policy on making purchases with City funds (Childers)

Chief Mike Jones explained the directive whereby purchases are made with city funds stating that Police Department policy requires purchases be done on an expenditure report and they show the list line item the money is coming from and a receipt or report if the receipt is lost be submitted for every purchase. Department heads sign off on everything including their own purchases and Council Member Stroop wanted a second signature for all purchases. Chief Jones explained that would require someone below him in rank to sign off on his purchases for the police department or the City Secretary who doesn't know his department needs and that all purchases are signed off on by the Mayor when they come to him and that he approves each one against the expenditure report. Council Member Stroop had a concern about purchases made with city workers own funds and then presented for reimbursement if they're not actually needed and so it was agreed that they would amend Paragraph 3 stating that submission did not guarantee payment.

Motion: Council Member Serkland made a motion to City Council Directive 2015-1 a written policy on making purchases with City Funds that it be amended so paragraph 3 state that submission does not guarantee payment.

Second: Council Member Stroop

In Favor: Mayor Pro-Tem Calderon, Council Members Stroop, Childers and Serkland

Opposed: None

Abstained: None

Motion: Carries

Motion: Council Member Stroop made a motion to City Council Directive 2015-1 a written policy on making purchases with City funds.

Second: Mayor Pre-Tem Calderon

In Favor: Mayor Pro-Tem Calderon, Council Members Stroop, Childers and Serkland

Opposed: None

Abstained: None

Motion: Carries



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C. City Council to Consider and Act on approving the proposed contract with Lee Roberts for inspection for the years from October 1, 2015 through September 30, 2018. (Teske)

Motion: Council Member Stroop made a motion to approve the proposed contract with Inspector Lee Roberts from 10/01/2015 through 09/30/2018.

Second: Council Member Serkland

In Favor: Mayor Pro-Tem Calderon, Council Members Stroop, Childers and Serkland

Opposed: None

Abstained: Council Member Abela

Motion: Carries

D. City Council to Consider and Act on selecting the Farmers Electric Cooperative Board of Directors. (Teske)

Tabled

E. City Council to Consider and Act on approving Ordinance 2015-09-01 an ordinance approving and adopting a budget for the Fiscal Year October 1, 2015 through September 30, 2016. (Teske)

7:57pm Council Member Matt Childers temporarily leaves, 8:02pm Council Member Matt Childers returns. Mayor Teske asked for a \$7000 purchase amount to go towards paying for a new truck for Public Works to be purchased in October 2015. Mayor Teske also asked for a \$5000 place holder for engineer services to the city with Adams Engineering. Mayor Pro-Tem Calderon stated he felt that the current \$22,000 paid to Adams Engineering was too much and he wanted to look outside for other quotes. The Mayor asked if that was legal being we have a contract with Adams and the Attorney said it was being they were just asking for quotes.

Motion: Council Member Stroop makes a motion to approve the Ordinance 2015-09-01 an ordinance approving and adopting a budget for the fiscal year October 1, 2015 through September 30, 2016 with the amendment to make one payment of \$7000 available to go towards the purchase of a new Public Works truck in October 2015.

Second: Mayor Pro-Tem Calderon

In Favor: Mayor Pro-Tem Calderon, Council Members Abela, Stroop, Childers and Serkland

Opposed: None

Abstained: None

Motion: Carries

F. City Council to Consider and Act on approving Ordinance 2015-09-02 an ordinance levying ad valorem taxes for the year 2015-2016 at the rate of \$0.4557 per \$100.00 of assessed valuation of all taxable property within the corporate limits of the City as of October 1, 2015 (Teske)



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Motion: Council Member Stroop made a motion to approve Ordinance 2015-09-02 an ordinance levying ad valorem taxes for the year 2015-2016 at the rate of \$0.4557 per \$100.00 of assessed valuation of all taxable property within the corporate limits of the City as of October 1, 2015 which does not raise the taxes from last year.

Second: Mayor Pro-Tem Calderon

In Favor: Mayor Pro-Tem Calderon, Council Members Thomas, Stroop, Childers and Serkland

Opposed: None

Abstained: None

Motion: Carries

G. City Council to Consider and Act on accepting Council to consider and act on selecting the work product and schematic for the design of the Lavon Sports Park. (Teske)

Josh Murray stated we can't rent out to use for the league because there is no money in it.

Motion: Council Member Stroop made a motion to approve the design of the Lavon Sports Park. Tabled so a meeting can be held with Parks and Recreation board.

Motion died due to lack of a second.

IX. DISCUSSION

A. City Council to discuss modifications to the website and related costs. (Serkland)

Council Member Serkland said she had spoken to William Whitney about making changes to the website so it was more user friendly. He said there was no cost to make basic changes but that adding banners and content would involve some cost. Council Member Stroop said that the City Administrator should be able to make minor changes to the site that would make it easier to navigate.

B. City Council to discuss an email received from Todd Morgan concerning permit fees. (Serkland)

Council Member Serkland said this was just an email from her asking if the fees had been taken care of and that she wasn't sure why it had ended up on the agenda being she hadn't requested that.

C. City Council to discuss an update and timeline on the Main Street repairs. (Calderon)

Item Tabled.

D. City Council to discuss the comp time report. (Stroop)

Council Member Stroop appreciates everyone's hard work and is happy with the report.



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X. PUBLIC RECOGNITION

City Council to recognize Council Member Simon Abela for his dedication and service to the City of Lavon. (Teske)

This was Council Member Simon Abela's last council meeting.

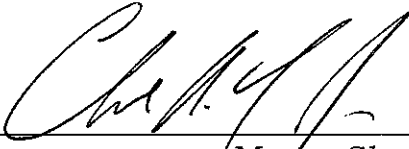
XI. CITY COUNCIL TO SET FUTURE MEETINGS AND AGENDAS

Next meeting scheduled for September 29, 2015 , council decided they did not need to hold a meeting on October 6, 2015. Council Member Stroop requested the expenditure statements and report along with the compensation time report and also that there be a Consider and Act on making City Hall a tobacco free campus for the health of all staff members and Citizens.

XII. PRESIDING OFFICER TO ADJOURN THE CITY COUNCIL MEETING

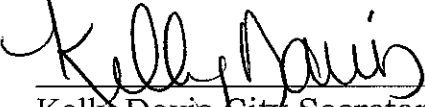
Mayor Teske adjourned the meeting at 8:50 P.M

Duly passed and approved on this 2nd day of February, 2016.



Mayor Chuck Teske

Attest:



Kelly Davis City Secretary